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Civil Engineering



**ENVIRONMENTAL BASELINE SURVEYS FOR
DEPLOYED OPERATIONS**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements Air Force Policy Directive 32-70, *Environmental Quality*, and Annex L, *Environmental Considerations*, to the European Command (EUCOM) Operations Plan. This instruction defines the responsibilities and procedures for performing an Environmental Baseline Survey (EBS) in conjunction with pre- and post-deployment operations. This instruction applies to all United States Air Force in Europe (USAFE) units, personnel and resources involved in overseas, operational and training deployments over 30 days. This instruction applies to the extent it does not either conflict with requirements imposed by international agreements or cause degradation to mission capability. The EBS does not directly address the health hazards that may result from environmental conditions. Bioenvironmental engineering personnel will address health hazard risk assessment as a part of their environmental health site assessment (EHSA). The EHSA may be referenced in the EBS as appropriate. Coordination with host nation personnel may be required. Send recommendations for changes or improvements to this instruction on AF Form 847, **Recommendation for Change of Publication**, to the Environmental Division (HQ USAFE/A7CV), Unit 3050, Box 10, APO AE 09094-5010.

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1. General Information. The purpose for conducting an Environmental Baseline Survey (EBS) for deployed operations is to (1) identify any potential health hazards and environmental concerns with the property; (2) document the environmental condition of the property before and after deployment; and (3) record environmental damages (if any) as a result of the deployment. This instruction outlines the procedures for identifying and recording sensitive and or protected natural and cultural resources (protected plants, animals, archeological or historical sites), and contaminated sites either existing before deployment or occurring during deployment operations. This information will be used to protect sensitive environmental areas from deployment operations. It will also alert deployed personnel to contaminated sites and facilitate beddown planning.

2. Objectives:

- 2.1. Document the environmental condition of the property with field notes, facility checklists, maps and photographs.
- 2.2. Identify pre-existing hazardous substances, contaminated sites, and any natural or cultural resources.
- 2.3. Identify post-deployment environmental conditions.

3. Responsibilities:

3.1. HQ USAFE/A7CV:

- 3.1.1. Provides execution guidance and oversees implementation of this instruction for the USAFE area of responsibility (AOR).
- 3.1.2. Reviews pre- and post-deployment EBS when there is no supporting main operating base (MOB), Numbered AF or Environmental Planning Function (EPF) (some deployment locations are not supported by MOB or EPF).
- 3.1.3. Maintains copies of pre- and post-deployment EBSs for those deployment locations not supported by Numbered AF, MOB or EPF.

3.2. Numbered AF, MOB or EPF:

- 3.2.1. Prepares and completes the AF Form 813, **Request for Environmental Impact Analysis**.
- 3.2.2. Reviews pre- and post-deployment EBS for those deployed locations supported within their AOR.
- 3.2.3. Maintains copies of pre- and post-deployment EBSs for those deployed locations supported within their AOR.

3.3. Deployed Unit. The deployment commander shall designate an environmental coordinator to complete the EBS and provide the name, rank and contact information of the environmental coordinator to HQ USAFE/A7CV, Numbered AF, MOB, and EPF.

3.4. Deployed Unit Environmental Coordinator:

- 3.4.1. Prior to deployment, the environmental coordinator should review available site maps, building plans and environmental guidance concerning the deployed location for potential environmental concerns and sensitive natural and cultural resources.

3.4.2. Qualitative data collected during the pre-deployment survey should be used to establish a soil, air and water sampling strategy. The strategy should be coordinated with the Bioenvironmental Engineer (BEE) to ensure sampling is not duplicated for health and environmental purposes; sampling may very well serve both purposes. The BEE will collect samples in support of the EBS. Quantitative data collected as part of this sampling strategy will be essential for defining potential environmental concerns prior to deployment of forces. Data from this preliminary survey should be provided to the BEE, who will perform a health risk assessment. These proactive steps will ensure necessary environmental controls are in place prior to deployment of personnel. The deployed location site map should be overlaid with a grid that matches the Civil Engineer Readiness Division (CEX) Chemical Biological Radiological Nuclear Explosive (CBRNE)/force protection zones. In the event of a CBRNE event, the data obtained from Vapor Liquid Solid (VLS) Track and subsequent quantification efforts could be tied clearly into the overall post-deployment EBS report.

3.4.3. Completes a deployment EBS report (attachment 1 through attachment 4) not later than (NLT) 15 days after the initial beddown and a post-deployment EBS no earlier than 30 days prior to redeployment. Submits an electronic (preferable) or hard copy of both the pre-and post-deployment EBS to the associated MOB EPF, Numbered AF and HQ USAFE/A7CV, whichever is appropriate.

3.4.4. A post-deployment soil, air and water sampling strategy should be developed as part of the post-deployment EBS. Data obtained from this sampling strategy should be used to quantify the environmental impact at the deployed location of our forces.

4. EBS Report. The procedure for conducting the EBS has been simplified so that even an individual with little environmental experience can complete the documentation. The report identifies and evaluates the level of contamination at deployed locations. The EBS report template is at Attachment 2. The report requires items listed in the table of contents (Figure A2.2) to be completed along with photographs or maps that give a clear picture of the environmental condition of the property and a list of contacts while conducting the EBS.

4.1. EBS Data. The EBS data collection items are used to assess and determine the impact that operations have on the environment during operational and training deployments. They serve as snapshots of the environmental condition of the subject property before and after deployment. Emphasis is placed on visual and physical site inspections, collection of local environmental records (if available) and interviews of current or former employees involved in operations conducted on the site (such as host airport authorities, landowners and other personnel familiar with the site). It is important to note both the condition of and the presence of any odors, stains, corrosion, stressed vegetation, and dead or diseased plants or wildlife at locations where hazardous substance storage, release and disposal has or is likely to have occurred. Any containers appearing to be abandoned or leaking must be noted. Photographs and Global Positioning System (GPS) coordinates of all areas of concern are encouraged for documentation of existing conditions. The EBS report must clearly identify if a condition existed prior to US presence or if the condition is a result of US forces at the location.

4.1.1. Environmental Conditions. This is the main part of the EBS report. A list of environmental areas of concern is provided in items A3.5.1 through A3.5.13. The purpose of this step is for the environmental coordinator to become familiar with the site by conducting a walk-through and recording any observations. For each item, the template provides (in the brackets) some basic

questions to ask or the type of data to include. This guidance is provided to help with the data collection and should not be considered all-inclusive. Emphasis is placed on the following:

4.1.1.1. Hazardous Materials and Wastes. Materials such as solvents, cleaners, paints, degreasers, pesticides and other chemical products stored in drums, cans, buckets, or other containers, are to be evaluated.

4.1.1.2. Petroleum Substances. Materials and wastes such as fuels, oils, lubricants, hydraulic fluids, mineral spirits and other solvents that are petroleum based.

4.1.1.3. Natural and Cultural Resources. Threatened and endangered species (T&ES), wetlands, cultural, historical, archeological and natural conditions of the subject property are to be addressed. For the purpose of this instruction, the environmental coordinator is to document, to the best of his or her abilities, all visible signs of wildlife and any areas of standing or running water. Unusual vegetation should also be noted. Contact HQ USAFE/A7CVP to request reference materials and additional guidance.

4.1.2. Facility Assessment Checklist (attachment 4). The environmental coordinator shall conduct an inspection of any facilities used by the deploying forces. The purpose of the inspection is to determine or discover whether any hazardous substance that represents a concern to human health or the environment in or around the facility has been released in the past or could potentially be released in the future. Inspect the interior and exterior of the subject property including buildings, structures, equipment, pipelines or other improvements. Document any concerns as referenced in the checklist and complete a Facility Assessment Checklist (Attachment 4) for each facility inspected. Coordination with Intel may be required to gather information on adjacent facilities not used by the deploying forces to assess the full spectrum of environmental conditions.

4.1.3. Summary of Environmental Conditions (Attachment 5). The environmental coordinator must analyze the environmental condition of the subject property, in order to determine the degree of contamination present. The analysis is done by applying the Environmental Condition Codes to the information gathered in Attachment 3, item A3.5 and Attachment 4. The codes can be found in 4.1.3.1 below and in the form in Attachment 5 (Summary of Environmental Conditions). The analysis is documented on the Summary of Environmental Conditions form. Areas of concern should become clear after reviewing the form. The environmental coordinator should also document any required follow-up actions to fully define the environmental condition of the property.

4.1.3.1. Environmental Condition Codes:

Table 1. Environmental Condition Codes. Use Table 1 when completing Attachment 5.

| | |
|------------|---|
| Category 1 | No environmental contamination/degradation noted. No storage, release or disposal of hazardous substances or petroleum-based products has occurred. |
| Category 2 | Hazardous substances or petroleum-based products are present or have been present in the past. |
| Category 3 | Contamination and or degradation possible. Release, disposal and, or migration of hazardous substances or petroleum-based products have occurred. Remedial actions might be required. Coordinate any contamination with the Bio-Environmental Engineer (BEE). |
| Category 4 | Further evaluation required. Visual examination and record review not sufficient to allow condition code determination. Note additional requirements and contact the MOB, Numbered AF, HQ USAFE/A7CV or the BEE. |
| Category 5 | Pre-existing condition. |

4.1.3.2. Survey Certification (Attachment 6). The EBS deployment report must contain a certification regarding the accuracy of the EBS. The deployed commander and the environmental coordinator should sign the certification. The deploying unit should keep the EBS documentation for 5 years. HQ USAFE/A7CVP should keep the documentation for 10 years.

JON D. VERLINDE, Colonel, USAF
The USAFE Civil Engineer

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORT INFORMATION*****References***

Air Force Handbook 10-222, Volume 4, *Environmental Guide for Contingency Operations*
CJCSM 3122.03A, *Joint Operation Planning and Execution System, Volume II (Planning Formats and Guidance)*
DoD 4715.5G, *Overseas Environmental Baseline Guidance Document (OEBGD)*
DoD Directive 6050.7, *Environmental Effects Abroad of Major DoD Actions*
COMUSAFE Standard Plan 4000, Draft Annex L, *Environmental Considerations*
Executive Order 12114, *Environmental Effects Abroad of Major Federal Actions*
FM 3-100.4/mcrp 4-11B, *Environmental Considerations in Military Operations*
Joint Pub 4-04, *Joint Doctrine for Civil Engineering Support*

Abbreviations and Acronyms

AOR—Area of Responsibility
BEE—Bio-Environmental Engineer
EBS—Environmental Baseline Survey
EPF—Environmental Planning Function
MOB—Main Operating Base
NAF—Numbered Air Force
T&ES—Threatened and Endangered Species

Attachment 2**SAMPLE ENVIRONMENTAL BASELINE SURVEY REPORT COVER PAGE**

A2.1. Purpose. Use the template provided by HQ USAFE/A7CV to format the report.

Figure A2.1. Sample Environmental Baseline Survey Report Cover Page.



A2.2. Table of Contents are formatted as follows:**Figure A2.2. Sample Table of Contents for EBS Report.**TABLE OF CONTENTS

Executive Summary

Purpose of EBS

Survey Methodology

Site History and Current Use

Environmental Conditions

Site Description

Hazardous Material and Hazardous Waste

Storage Tanks

Water Supply

Wastewater Treatment

Solid Waste Storage and Disposal

Electricity

Pesticides

Medical/Biohazard Waste

Natural Resources

Cultural Resources

Adjacent Land Uses

Ranges

Facility Assessment Checklist

Summary of Environmental Conditions

Environmental Baseline Survey Certification

APPENDIXES

A. Site Map

B. Points of Contact

Attachment 3**ENVIRONMENTAL BASELINE SURVEY**

A3.1. Purpose of EBS. We conducted an Environmental Baseline Survey at XXXXX to assess the existing environmental condition of the site and appraise the potential for environmental contamination at the site. The EBS (1) identifies any potential environmental concerns with the property; (2) documents the environmental condition of the property being used for deployment; (3) records environmental damages (if any); and (4) serves as a record for post-deployment environmental actions. The survey focuses on determining the presence of hazardous substances (which includes both materials and hazardous wastes) and petroleum products and their wastes. The survey also serves to identify releases, past releases or sources for potential releases of any of these substances to the ground, groundwater or surface waters at the site. It will also alert deployed personnel to areas of existing contamination prior to arrival on site.

A3.2. Survey Methodology. In order to determine the potential for existing and future site contamination, we performed a walk-through inspection and conducted personal interviews. If contamination was observed, the survey team noted its location and tried to characterize its type. The inspection and interviews provided a snapshot of the environmental condition of the subject property prior to deployment. Emphasis was placed on visual and physical site inspections of the subject property, the collection of local environmental records (if available) and interviewing current or former employees involved in operations conducted on the site (such as host airport authorities, landowners and other personnel familiar with the site). It is important to note both the condition of and the presence of odors, stains, corrosion, stressed vegetation, and dead or diseased plants or wildlife at locations where hazardous substance storage, release and disposal has occurred or is likely to have occurred. These conditions were (whenever possible) noted on photographs or maps of the site.

A3.3. Site History and Current Use. Talk to host nation personnel (if possible) about past use of site (previous beddowns, landfills, hazardous material storage or hazardous/sludge disposal, etc). Try to find out what types of chemicals/materials were spilled/disposed of on the site.

A3.4. Environmental Conditions (use environmental condition codes from Table 4.1.3.1, as necessary):

A3.4.1. Site Description. Briefly describe site topography, drainage, and natural features (show on site map). Look for any obvious signs of existing environmental contamination (spills, odors, old containers, or open pits, unnatural terrain features that may indicate past disposal practices, etc). Show on site map defined by zones and coordinates.

A3.4.2. Hazardous Materials and Hazardous Waste. Describe hazardous material (such as asbestos, pesticides, toxics, solvents, POL ordnance, etc.) to be used and existing waste storage/ disposal practices. Has contact been made with DRMS-I for hazardous waste disposal? (Note: US-generated hazardous waste shall be disposed by DRMS-I). It is mandatory to coordinate with BEE for Health Risk Assessment.

A3.4.3. Storage Tanks. Identify any aboveground and/or underground storage tanks and locate on the map. Are we using any of the tanks?

[illegible]

A3.4.4. **Water Supply.** Identify the source of drinking water (bottled water, local water utility, host nation property wells, reservoirs, etc.) and available capacity. Coordinate with the BEE on potability. Water geology survey may be required to quantify potential plume(s) and movement.

A3.4.5. **Wastewater Treatment Systems.** Identify the sources (host nation utility system, shower/shave, etc), location (on or off base), available capacity and condition of system. Also discuss if there are any temporary treatment measures and potential long-term requirements.

A3.4.6. **Solid Waste Storage and Disposal.** Identify the sources (dumpsters, trash cans, landfills, etc.) and locations of solid waste disposal areas. Are there contracts in place to collect the waste?

A3.4.7. **Electricity.** Identify the source (diesel powered generators, utility company, hydro-electric, nuclear, coal, gas, solar, wind, combination, wheeled power, transformers). Identify the age, number and condition of transformers. Note, if possible, whether they are PCB or non-PCB.

A3.4.8. **Pesticides.** Describe and identify any use of pesticides, amounts, application procedures and facilities used for storage and mixing.

A3.4.9. **Medical/Biohazard Waste.** Identify any sources, accumulation, and disposal issues.

A3.4.10. **Natural Resources.** Talk to host nation personnel about any existing natural resources (threatened or endangered plants or animals, wetlands, floodplains, etc.) and show on map.

A3.4.11. **Cultural Resources.** Talk to host nation personnel about any existing cultural resources (archeological sites, cemeteries, historic buildings, monuments, etc.). Briefly describe and show on map.

A3.4.12. **Adjacent Land Uses.** Look for land uses that could affect personnel health and safety such as ranges, industrial activities, chemical plants or power plants and relationship to the prevailing winds. Coordinate with Intel to gather information on adjacent industrial activities that will not be operated by deployed forces. Coordinate with BEE for Health Risk Assessment.

A3.4.13. **Ranges.** Identify existing ranges, explosive ordnance disposal areas and types of ordnance.

Attachment 4

FACILITY ASSESSMENT CHECKLIST

A4.1. Purpose. Use the following checklist to evaluate facilities.

Figure A4.1. Facility Assessment Checklist.

Date: _____

Evaluator: _____

Organization: _____

Facility # : _____ Current Use: _____

Current Ownership: _____ Past Use: _____

Building Size (m²): _____ Number of stories: _____

Year of Construction: _____

General Visual Inspection

Are there any signs of the following on the property? If yes, describe.

Waste Piles/Evidence of Improper Disposal: _____

Evidence of Spills/Staining/Corrosion on Floors, Ceilings, Walls: _____

Discolored Soil/Stressed Vegetation: _____

Fill Areas/Buried Objects: _____

Construction Areas/Demolition Debris: _____

Floor Drains Discharge To: _____

Drums/Drum Storage: _____

Noxious Odors: _____

Radioactive and Mixed Waste: _____

Transformers/Substations/Switchyards: _____

PCBs: ☐ Unknown ☐ PCB Free label: _____

Incinerators, Ovens, Heaters: _____

Smoke Stacks/Vents: _____

Surface Water or Pools of Liquid: _____

Adjoining Property Description: _____

Environmental Condition Code: _____

| | | | |
|---|------------------------------|-----------------------------|---|
| SPECIFIC AREAS | | | |
| Hazardous Materials | | | |
| Past/Present Site use of Hazardous Material: | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Unknown Types |
| Past/Present Site storage of Hazardous Material: | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Unknown Types |
| Container Description (drums, bottles, etc.): | | | |
| Storage Conditions (ground, covered, etc.): | | | |
| Years of storage: _____ Environmental condition code: _____ | | | |
| Hazardous Waste | | | |
| Past/Present Site use of Hazardous Waste: | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Unknown Types |
| Past/Present Site storage of Hazardous Waste: | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Unknown Types |
| <input type="checkbox"/> 90-Day Storage | | | If yes: <input type="checkbox"/> Accumulation point |
| Container Description (drums, bottles, etc.): | | | |
| Storage Conditions (ground, covered, etc.): | | | |
| Years of storage: _____ Environmental condition code: _____ | | | |
| Asbestos | | | |
| Past/Present Asbestos-Containing Materials: | <input type="checkbox"/> Yes | <input type="checkbox"/> No | <input type="checkbox"/> Unknown |
| Container Description (drums, bottles, etc.): | | | |
| Storage Conditions (ground, covered, etc.): | | | |

| | | | | |
|--|---|--------------------------------------|--------------------------------------|----------------------------------|
| Years of storage: _____ Environmental condition code: _____ | | | | |
| Lead-Based Paints | | | | |
| Past/Present Lead-Based Paint: <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Unknown | | | | |
| Container Description (drums, bottles, etc.): | | | | |
| Storage Conditions (ground, covered, etc.): | | | | |
| Years of storage: _____ Environmental Condition code: _____ | | | | |
| Tanks | | | | |
| | <u>Content</u> | <u>Size</u> | <u>Condition</u> | <u>Status</u> |
| Aboveground Storage Tanks: | | | | |
| Underground Storage Tanks: | | | | |
| Oil/Water Separators: | | | | |
| Environmental condition code: _____ | | | | |
| Sewer System | | | | |
| Effluent/discharged waste destination: | | | | |
| <input type="checkbox"/> Sanitary Sewer | <input type="checkbox"/> Industrial Sewer | <input type="checkbox"/> Septic Tank | <input type="checkbox"/> Storm Drain | <input type="checkbox"/> Unknown |
| Environmental condition code: _____ | | | | |
| Other Comments: | | | | |
| | | | | |

Attachment 5

SUMMARY OF ENVIRONMENTAL CONDITIONS

A5.1. Purpose. The following table is used to summarize the environmental condition from the EBS information.

Table A5.1. Summary Environmental of Environmental Condition.

| ENVIRONMENTAL AREA | CONDITION CODE | FOLLOW-UP ACTIONS |
|------------------------------------|----------------|-------------------|
| General Site Evaluation | | |
| Hazardous Waste Disposal Sites | | |
| Hazardous Materials Storage Sites | | |
| Water Supply | | |
| Aboveground/Underground Tanks | | |
| Wastewater treatment | | |
| Solid Waste Storage/Disposal | | |
| Electricity (PCBs in transformers) | | |
| Pesticides | | |
| Medical/Biohazard Waste | | |
| Natural Resources | | |
| Cultural/Historical Resources | | |
| Ranges | | |
| Smoke Stacks/Vents | | |
| | | |
| | | |
| | | |
| Facilities | | |
| | | |
| | | |
| | | |
| | | |

A5.2. Environmental Condition Codes

| | |
|-------------------|--|
| Category 1 | No environmental contamination/degradation noted. No storage, release or disposal of hazardous substances or petroleum-based products has occurred. |
| Category 2 | Hazardous substances or petroleum-based products are present or have been present in the past. |
| Category 3 | Contamination and/or degradation possible. Release, disposal and/or migration of hazardous substances or petroleum-based products have occurred. Remedial actions might be required. Coordinate any contamination with the Bio-Environmental Engineer (BEE). |
| Category 4 | Further evaluation required. Visual examination and record review not sufficient to allow condition code determination. Note additional requirements and contact the MOB, Numbered AF, HQ USAFE/A7CV or the BEE. |
| Category 5 | Pre-existing condition. |

Attachment 6**ENVIRONMENTAL BASELINE SURVEY CERTIFICATION**

A6.1. Purpose. Use this sample to certify the EBS.

Figure A6.1. Sample of Baseline Survey Certificate.

The Environmental Baseline Survey (EBS) of the _____ site used only those techniques, procedures, and processes described in this report. In our professional judgment and opinion, the facts and conditions depicted are accurate.

The EBS findings are based upon (1) qualitative and quantitative data or information collected by the EBS Team; (2) interviews conducted during the site visit; and (3) data obtained from files.

The findings of this EBS reflect a review of available information and professional judgment. New information regarding the status of environmental factors on the _____ site could result in a modification to the findings.

Prepared by:

_____ Date _____

XXXXXXXXXXXXXXXXXXXXXXXXXXXX
XXXXXXXXXX

Site Commander Acceptance and Approval:

I certify that the property conditions stated in this report are based upon a review of available records, visual conditions, and analysis, as noted, and are true and correct to the best of my knowledge and belief.

_____ Date _____

XXXXXXXXXXXXXXXXXX, Col, USAF
Commander,

APPENDIX A

(Single Line Base Map with Annotations)

Appendix B**POINT OF CONTACTS ENVIRONMENTAL BASELINE INTERVIEW LIST**

1. INTERVIEW INFORMATION

NAME AND RANK OF PERSON: _____

ORGANIZATION: _____

PHONE NO: _____ BLDG NO: _____

2. INTERVIEW INFORMATION

NAME AND RANK OF PERSON: _____

ORGANIZATION: _____

PHONE NO: _____ BLDG NO: _____

3. INTERVIEW INFORMATION

NAME AND RANK OF PERSON: _____

ORGANIZATION: _____

PHONE NO: _____ BLDG NO: _____

4. INTERVIEW INFORMATION

NAME AND RANK OF PERSON: _____

ORGANIZATION: _____

PHONE NO: _____ BLDG NO: _____